

**MINUTES OF THE VINEYARD TOWN
WORK SESSION AND COUNCIL MEETING
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah
February 11, 2015, 6:00 PM**

6:00 PM WORK SESSION

PRESENT:

Mayor Randy Farnworth
Councilmember Dale Goodman
Councilmember Julie Fullmer

ABSENT:

Councilmember Sean Fernandez
Councilmember Nathan Riley

Staff Present: Attorney David Church, Planner Nathan Crane, Treasurer Jacob McHargue,
Deputy Recorder Kinsli McHargue

Others Attending:

6:00 PM –

Mayor Farnworth asked staff if they had anything to report.

Mr. Overson discussed an area along the road in the Shores Subdivision with no fencing. He said the area was private property and the owners were not interested in having Vineyard install concrete fencing. Staff discussed options for the fencing and sidewalk. Mr. Overson mentioned that 400 North would be closed for a week or two. He talked about the detour. He said the RDA projects and the Main Street Project were moving forward.

Deputy Gordon reviewed agenda items and mentioned there had been an increase in services.

Mayor Farnworth and staff reviewed the agenda items. He mentioned that Council assignments would remain the same for now, but that there might be changes to office staff assignments.

Mr. McHargue reviewed some of the findings from the audit.

The work session adjourned at 6:45 PM.

7:03 PM COUNCIL MEETING

COUNCILMEMBERS PRESENT:

Mayor Randy Farnworth
Councilmember Sean Fernandez (*arrived at 7:29 PM*)
Councilmember Julie Fullmer
Councilmember Dale Goodman
Councilmember Nathan Riley

ABSENT:

PLANNING COMMISSIONERS PRESENT:

Commission Chair Wayne Holdaway
Alternate Commissioner Don Cosney
Commissioner Angela Kohl
Commissioner Daniel Pace

ABSENT:

Commissioner Kelly Wixom
Commissioner Garrett Smit
Alt. Commissioner Chris Judd
Alt. Commissioner Tim Blackburn

Staff Present: Attorney David Church, Planner Nathan Crane, Sheriff Deputy Collin Gordon, Water Operator Sullivan Love, Treasurer Jacob McHargue, Public Works Director Don Overson, Deputy Recorder Kinsli McHargue, Planning Commission Chair Wayne Holdaway

Others Attending: James Gilbert of Gilbert and Stewart, John Jansen – Civil Solutions, John West and Janet West – Cottonwood Partners, Jeff Winston – MIG/Cottonwood Partners, Jeff Hawkes – Lakeside Apartments

Regular Session - The meeting was called to order at 7:03 PM. The invocation was offered by Mayor Farnworth.

CONSENT ITEMS:

- a) Approval of minutes for June 25, 2014
- b) Approval of the purchase of a new meeting recoding system from the lowest cost quoted

Mayor Farnworth asked for a motion to approve the consent items.

Motion: COUNCILMEMBER GOODMAN MOVED TO APPROVE ITEMS A AND B.

Councilmember Fullmer asked if there were other options for the recoding system that were more inexpensive. Discussion ensued. It was decided to add item b on the next meeting's agenda.

Councilmember Goodman retracted his motion.

Motion: COUNCILMEMBER GOODMAN MOVED TO APPROVE ITEM A – APPROVAL OF MINUTES FOR JUNE 25TH, 2014. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED WITH ONE ABSENT.

PLANNING COMMISSION UPDATE AND RECOMMENDATIONS TO THE COUNCIL:

Planning Commission Chair Wayne Holdaway mentioned that the Planning Commission liked the idea of having a Maverick Service Station on the corner of Mill Road and Geneva. He said the Planning Commission recommended approval of the Lakeside Apartments.

STAFF REPORT:

Planner – Nathan Crane – Mr. Crane said he had been working with Civil Solutions Group, Maverick, and an office warehouse project.

Public Works Director /Engineer– Don Overson – Mr. Overson reported that construction started on Main Street extending to the Vineyard Connector. He mentioned that 400 North would be closed for a couple of weeks; signs would be posted a week prior. He talked about the traffic control plan, signage, and informing surrounding businesses and cities.

Attorney – David Church – Mr. Church had no new items to report.

Utah County Sheriff Department – Collin Gordon – Deputy Gordon asked if everything was on track to hire a full time deputy starting in March. Mayor Farnworth mentioned that hiring a new deputy had been included in the budget. He said due to the increase in population and with the Megaplex opening soon, it was pertinent to bring on a new deputy. Deputy Gordon discussed the hours of a full-time deputy for Vineyard.

Treasurer – Jacob McHargue – Mr. McHargue had no new items to report.

Town Clerk/Recorder – Pamela Spencer – Ms. Spencer was not present at the meeting.

COUNCILMEMBER’S REPORTS:

Councilmember Fernandez – Councilmember Fernandez was not present.

Councilmember Fullmer – Councilmember Fullmer had no new items to report.

Councilmember Goodman – Councilmember Goodman had no new items to report.

Councilmember Riley – Councilmember Riley had no new items to report.

MAYOR’S REPORT:

Mayor Farnworth mentioned that the Council of Governments was considering funding a FIMA Emergency Task Force founded from 9-11. He mentioned there was a discussion pertaining to air quality and the possibility of banning wood burning stoves. Mayor Farnworth said the Board of Health was coming out heavily against E- Cigarettes for minors. He reported that he attended meetings with CUP (Central Utah Project) regarding water storage. He said they were waiting for information from JUB after which they could continue discussions with CUP.

OPEN SESSION: Citizens’ Comments

Mayor Farnworth asked for public comment. None was given.

BUSINESS ITEMS:

8.1 Discussion and Action – Open and Public Meetings Training

Vineyard Attorney, David Church, will present annual training on Open and Public Meeting procedures and requirements. The Town Council as well as members of the Planning Commission will attend this training. This training is provided annually pursuant to Section 52-4-104 of the Utah State Code.

Mr. Church handed out copies of the Utah Public Meetings Act to the Council and Planning Commission. He explained that the Utah Open and Public Meetings Act did three things: 1) binds public body and public meeting, 2) defines minimum required notice of the meetings, 3) and defines what had to be kept for record of those meetings. He said the Act required a municipality to keep minutes and defined what the minutes had to be. He reviewed the requirements of the minutes and recordings for Council meetings and Planning Commission meetings. He said the written minutes were the official record of the meetings, not the recordings. He discussed the requirements of the State Public Meetings website.

Mr. Church reviewed the Open and Public Meetings Act. He encouraged the Council and Planning Commission to read the Act.

Councilmember Fernandez arrived at 7:29 PM.

8.2 Discussion and Action – Audit Presentation

Gilbert and Stewart, contract auditors for the Town of Vineyard will present the annual financial audit report for fiscal year 2013-2014 for consideration and possible approval by the Council.

Mr. James Gilbert presented the 2013-2014 Audit. He reviewed the Independent Auditor's Report, the Discussion and Analysis, the Statement of Deposition, the Statement of Activities, the Balance Sheet on page 10, Statement of Revenue and Expenditures, Proprietary Funds, the Footnotes on pages 18 - 31, Budget Comparisons, the Report for Compliance of Government Regulations, and the State Compliance Report.

Mr. Gilbert reviewed the recommendations. He said there was not a full separation of duties, as was common in small municipalities. He recommended separating duties as much as possible and stated that there needed to be a full segregation of duties as the town grew. Mr. Gilbert explained that the state recently instituted policies requiring monthly budget comparisons. He recommended that it be done this year. He said the General Fund was in excess of the allowed amount because the town was expanding. He said there was an issue with the State Retirement System that had been resolved. He said there had been an expansion of State nepotism policies. He said findings from prior years had been corrected.

Mayor Farnworth asked for questions or comments.

Councilmember Riley asked about the negative RDA (redevelopment agency) fund balance on page 12. Mr. Gilbert explained that it was not a deficit and pointed out the final balance. He said it was the way the revenues versus expenditures happened during the year.

Mr. Gilbert mentioned that a new standard was issued last year for the State Retirement System and explained what would be required for next year. Councilmember Riley

wondered if the new standard would have an impact on being able to obtain bonds or other funding because it would show was an unfunded liability. Mr. Gilbert did not know the impact, but thought it would not be significant.

Councilmember Riley asked if there were any concerns with expenditures and revenues. Mr. Gilbert showed page 12 and said that Vineyard was in a healthy position overall.

Mr. McHargue added that all the audit findings had been taken care of.

Motion: COUNCILMEMBER RILEY MOVED TO ACCEPT THE FINDINGS OF THE ANNUAL FINANCIAL AUDIT FOR FISCAL YEAR 2013-2014 AS PRESENTED. COUNCILMEMBER FULLMER SECONDED THE MOTION. ALL WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED UNANIMOUSLY.

8.3 Discussion and Action – Design Standards Consultant and Selection of TAC members

Civil Solutions will present their revised scope of work, which is to include visioning requested by the Mayor and Town Council. The Mayor and Town Council will possibly act to select a firm for the Transit Center and Lake Oriented Mixed Use Design Standard and TAC members.

Mr. Crane explained that he worked with Civil Solutions to redefine the scope of work as requested by the Council. He said a TAC (technical advisory committee) needed to be created by assigning two Councilmembers and two Planning Commission members. He said the committee would act as an advisory committee and not a committee officially appointed by Council. He said Mr. Overson would be considered the public works coordinator for the committee.

Mr. John Jansen said they tried to add the visioning process as requested by the Council. He reviewed their revised scope of work. He talked about a possible field trip to Portland as it seemed to have the most similarities to Vineyard. He said local field trips could be to Daybreak or West Valley. Mr. Jansen talked about the visioning process, the land use proposals, and a more detailed concept plan. He talked about the costs involved.

Councilmember Fullmer asked about the market study done by Anderson Geneva. Mr. Park talked about a number of market studies they had done and said they would be happy to share them with Civil Solutions.

Councilmember Fernandez said timing was crucial. Mr. Crane said the intent was to set approval for the first Town Council meeting in July. Councilmember Fernandez thought it was important to keep to the timeline.

Mayor Farnworth urged the Council to be involved in the process and asked for two members plus an alternate to attend the TAC meetings.

Councilmember Riley said he wanted to be involved. He talked about involving additional Councilmembers if there was an interest. Discussion ensued regarding council involvement, input, and keeping to the timeline. It was decided that all members of the Council and Planning Commission were invited to attend.

Motion: COUNCILMEMBER FERNANDEZ MOVED TO AUTHORIZE THE MAYOR TO SIGN A CONTRACT WITH CIVIL SOLUTIONS GROUP, NOT TO EXCEED \$68,815, TO ASSIST WITH THE PLANNING PROCESS FOR THE DESIGN STANDARDS ACCORDING TO THE PROVIDED DOCUMENT, WITH FUTURE DISCUSSIONS

REGARDING FIELD TRIP AND MARKETING EXPENSES. COUNCILMEMBER GOODMAN SECONDED THE MOTION. MAYOR FARNWORTH, COUNCILMEMBER FERNANDEZ, COUNCILMEMBER FULLMER, COUNCILMEMBER GOODMAN, AND COUNCILMEMBER RILEY WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED UNANIMOUSLY.

8.4 Discussion and Action - Internet Service to Town Hall/Offices

Public Works Director Don Overson will report on his findings for options and possibly make a recommendation for internet services to the Town Hall/Offices. The Mayor and Town Council will take appropriate action.

Mr. Overson reported that Vivint said they were only a residential internet provider and did not have the internet speed needed for the town. He said he had upcoming meetings with Digis and Century Link. He explained that Digis was about half the price of Century Link, but that Century Link was fiber.

8.5 Discussion and Action – Lakeside Apartments

The applicant is requesting site plan approval for a 414 unit (26.03 units per acre) apartment complex. One, two, and three bedroom units will be offered within two four-story and eight three-story buildings. The Mayor and Town Council will take appropriate action.

Mr. Crane reviewed the details of the application for the Lakeside Apartments. He mentioned that the Planning Commission met twice on the project. He said their concerns regarding the recreational areas were addressed and outlined in the staff report. He said the Planning Commission recommended approval subject to the ten stipulations in the staff report. Mr. Crane also mentioned that Central Utah Water Conservancy District (CUWCD) gave preliminary approval of the site. He said final approval from CUWCD would be needed before construction began.

The Council discussed the changes requested by the Planning Commission. They discussed the underground water retention area and fencing for the project.

Councilmember Goodman wondered how the underground water detention would be affected by the water table. Mr. Overson mentioned that the water table in the area was about 12 feet and would not be an issue.

Councilmember Fernandez asked about a noise barrier along the rail. Mr. Crane said there was not anything planned to be installed along the rail; only in between the developments.

Councilmember Riley asked about the architectural elevations. Mr. Crane described the design as more modern.

Mayor Farnworth asked about fire lane access. Mr. Crane said that the fire lanes were addressed and met the requirements.

Mr. Jeff Hawkes addressed the Council and thanked them for their time. He introduced the landscape architect and engineer and asked if there were questions he could answer.

Mayor Farnworth asked about the cul-de-sac. Mr. Crane noted that 400 North was fully designed. Mr. Overson mentioned that both Trax and an at-grade crossing had been addressed with the road design.

Mayor Farnworth asked for additional comments or questions. Hearing none, he called for a motion.

Motion: COUNCILMEMBER GOODMAN MOVED THAT THE COUNCIL APPROVE THE LAKESIDE DEVELOPMENT PLAN AS PRESENTED, SUBJECT TO THE FOLLOWING 10 STIPULATIONS AS RECOMMENDED BY THE PLANNING COMMISSION:

1. THE SITE PLAN SHALL CONFORM TO THE SITE PLAN, ELEVATIONS, AND LANDSCAPE PLAN DATED JANUARY 16, 2015, EXCEPT AS MODIFIED BY THESE STIPULATIONS.
2. THE LANDSCAPE PLAN SHALL BE MODIFIED TO BE CONSISTENT WITH THE SITE PLAN DATED JANUARY 30, 2015.
3. ALL SIGNAGE SHALL REQUIRE A SEPARATE PERMIT.
4. IN ACCORDANCE WITH SECTION 1416 OF THE TOWN OF VINEYARD ZONING ORDINANCE, THE APPROVAL OF THE SITE PLAN SHALL EXPIRE IN (180) DAYS IF A BUILDING PERMIT HAS NOT BEEN ISSUED.
5. THE CIVIL CONSTRUCTION DRAWINGS SHALL MEET ALL REQUIREMENTS AS DETERMINED BY THE TOWN ENGINEER.
6. THE FINAL LANDSCAPE PLANS SHALL BE REVIEWED AND APPROVED PRIOR TO ISSUANCE OF A BUILDING PERMIT. THE FINAL LANDSCAPE PLANS SHALL INCLUDE A DETAIL SHOWING THE REQUIRED PARKING SCREENING ALONG 400 NORTH.
7. ALL PARKING CANOPIES SHALL INCLUDE A FULL FASCIA LOCATED AT THE EDGE OF THE CANOPY.
8. FINAL APPROVAL OF THE CONSTRUCTION PLANS FROM CUWCD IS REQUIRED PRIOR TO ISSUANCE OF A BUILDING PERMIT.
9. A PUBLIC ACCESS EASEMENT TO THE TRAIL IS REQUIRED TO BE RECORDED PRIOR TO ISSUANCE OF A BUILDING PERMIT.
10. A PLAT AMENDMENT SHALL BE RECORDED PRIOR TO ISSUANCE OF A BUILDING PERMIT.

COUNCILMEMBER RILEY SECONDED THE MOTION. ALL WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED UNANIMOUSLY.

8.6 Discussion – Cottonwood Partners – The Forge

Cottonwood Partners will present a proposed conceptual development plan for the southwest corner of 800 North (Vineyard Connector) and Geneva Road. This item is being presented for discussion only.

John West, CEO of Cottonwood Partners, briefly reviewed some of their previous developments.

Jeff Winston, of MIG/Cottonwood Partners went over their conceptual design ideas. He said they had looked at a lot of different uses, especially at parks, plazas and streetscapes where people can walk, and gathering places for the community. He said the history of the Geneva steel

mill had been taken into account in hopes to recreate an account of that history. Mr. Winston said they had thought about how to incorporate the steel into the architecture. He addressed parking issues and said that in the beginning, there would be all surface parking, with the incorporation of structural parking later in the development stages. He displayed an overview of their concept plan. He mentioned that they had been working with the Megaplex, noting that they shared the south border. He said some of their design elements would be incorporated around the area. He said 2/3 of the development was seen as commercial or business uses and 1/3 was seen as possible residential uses to bring some life and vitality to the development after hours.

Councilmember Riley asked about their timeline, noting his concern about a development that Cottonwood Partners did in 1994 that was just recently completed. Mr. West addressed his concerns saying that a portion of the property was reserved for Blue Cross who later decided not to expand. He said the land was repurchased by Cottonwood Partners and finished by them.

Councilmember Fernandez asked about the project specs, noting that it looked like it was only designed in the center of the project. Mr. West said that they had only done the design elements for the center of the project, but anticipated that the perimeter would look similar.

Janet West with Cottonwood Partners noted that their intent was to promote interconnectivity within the community and the neighboring businesses. She addressed the desire for public transportation being incorporated due to the fact that they could not accommodate an immense amount of parking.

Councilmember Riley talked about the responsibility of the town to help with the expansion and contact businesses that might not know about Vineyard. Mr. West said that any help would be appreciated, and noted that they were in a position where they were privy to the surrounding entities who wished to expand. His thought was that as soon as the infrastructure was in, and as soon as it began to appear as a real development site, the result of that would be compounded interest.

Councilmember Riley asked that the community be involved in encouraging development. Mr. West said that their hope was to create a community where residents could live, work, and play in the same place. Ms. West noted that there were a lot of very positive elements for Vineyard.

Councilmember Goodman asked about parking and noted that most households had two or more cars. He was concerned about accommodating parking needs. Mr. West noted that parking would be shared with the uses staggered; office use was during the day, 5 days a week and residential parking would typically be used at night.

Councilmember Goodman asked about the maximum number of units. Mr. Crane said that Vineyard had met the maximum number without including the proposed residential for this concept. Mr. Crane told the Council that the discussion regarding the possibility of expanding residential units needed to happen sooner than later.

8.7 DISCUSSION AND ACTION – Transportation Resolution 2015-02

The Utah League of Cities and Towns is asking the Town Council to join the Transportation Coalition and sign a resolution encouraging the state of Utah to address comprehensive transportation funding. The Mayor and Town Council will take the appropriate action.

Councilmember Goodman described the request as a "petition." Mr. McHargue said Vineyard was not committing to support, but to review.

Councilmember Riley added that the Utah League of Cities and Towns had studied sales tax and gas tax, and how it impacted municipalities. He said all cities were impacted differently. He suggested that Vineyard contact the League to get educated on what types of taxes would be beneficial to the town.

Motion: COUNCILMEMBER FULLMER MOVED TO JOIN THE TRANSPORTATION COALITION AND AUTHORIZE THE MAYOR TO SIGN THE RESOLUTION. COUNCILMEMBER FERNANDEZ SECONDED THE MOTION. MAYOR FARNWORTH, COUNCILMEMBER FERNANDEZ, COUNCILMEMBER FULLMER, COUNCILMEMBER GOODMAN, AND COUNCILMEMBER RILEY WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT :

Motion: MAYOR FARNWORTH MOVED TO ADJOURN THE MEETING AT 9:16 PM. COUNCILMEMBER FERNANDEZ SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

Next regularly scheduled meeting is February 25, 2014.

MINUTES APPROVED ON: March 11, 2015

CERTIFIED CORRECT BY: _____
KINSLI MCHARGUE DEPUTY RECORDER